

**Board of Mayor and Aldermen Meeting
June 17, 2019
Dyersburg Municipal Court Room**

(1) **Call to Order:** The Board of Mayor and Aldermen met in regular session on Monday, June 17, 2019 in the Dyersburg Municipal Court Room at 7:00 p.m. Mayor John Holden presided over the meeting. The meeting opened with prayer by Alderman Willie Cole. Mayor Holden noted all members of the Board were present.

(2) **Approval of Minutes:**

Mayor Holden called for a motion to approve the minutes from the June 3, 2019 meeting. Alderman Willie Cole made a motion to approve the minutes. Alderman Edward Burks seconded the motion. The minutes were approved.

(3) **Unfinished Business:** Dyersburg Police Chief, Steve Isbell came before the Board to announce the On-Site CALEA Review of the DPD July 8-11, 2019.

(4) **New Business**

a. Notice of Public Hearing – July 1, 2019 – An ordinance to amend the Dyersburg Municipal Zoning map to rezone a portion of the property at 1600 Hwy 51 By-pass N. from R-1 (low density residential) to B-2 (general trades and services).

Mayor Holden presented the ordinance before the board to approve for public hearing on July 1, 2019. On a motion by Alderman James Baltimore, and a second by Alderman Edward Burks the Board voted to approve the ordinance for public hearing. The ordinance announcement was placed for public notice in the Dyersburg State Gazette on Sunday June 16, 2019:

NOTICE OF PUBLIC HEARING

AN ORDINANCE TO AMEND THE DYERSBURG MUNICIPAL ZONING MAP TO REZONE A PORTION OF THE PROPERTY AT 1600 HWY 51 BY-PASS N FROM R-1 (LOW DENSITY RESIDENTIAL) TO B-2 GENERAL TRADES AND SERVICE)

Said hearing will be held pursuant to the provisions of Section 13-7-105, Tennessee Code Annotated. Said hearing will be held at the regular meeting of the Dyersburg Board of Mayor and Aldermen on, July 1, 2019, BEGINNING AT 7 P.M. at the Dyersburg Municipal Building.

Mayor Holden called for a motion on public hearing. On a motion from Alderman James Baltimore and a second from Alderman Edward Burks, the Board unanimously approved the public hearing.

b. Notice of Public Hearing – July 1, 2019 – 2019/2020 City of Dyersburg Budget

Mayor Holden presented the Notice of Public Hearing before the board to the 2019/2020 City of Dyersburg Budget on July 1, 2019. On a motion by Alderman Ricky Hammond, and a second by Alderwoman Mary Claire Hooper, the Board voted to approve the notice of public hearing.

c. Attorney Invoice

Mayor Holden presented an invoice from the City Attorney's office to be approved for payment. The May 1, 2019 – May 31, 2019 invoice totaled \$ 4,781.25. Alderman Dennis Moody made a motion to approve the payment, with a second by Alderman Willie Cole. The motion passed.

d. 2018/2019 Amended Budget Approval

Treasurer Steve Anderson presented the 2018-2019 Amended Budget for Board approval. This amended budget is approved each June. The Board was provided the budget prior to the meeting for their review.

Alderwoman Vanedda Webb motioned for approval, with a second from Alderman Willie Cole. The amended budget was approved.

e. Finance Committee Meeting Minutes – June 10, 2019 – Chairman Edward Burks

Finance Committee Meeting

City of Dyersburg

June 10, 2019

The Finance Committee met at 2:00 p.m. on June 10, 2019 in the City Hall Second Floor conference room.

Committee Members Present: Chairman Edward Burks, Vanedda Webb, and Dennis Moody, Mayor John Holden.

Other Aldermen who attended: Meghan Gilbert, James Baltimore, Mary Claire Hopper.

Other Staff attending the meetings included: Steve Anderson, Treasurer, Greg Williams, Purchasing, Sue Teague, Human Resources.

Other attendees included: Brandon Hutcheson, State Gazette, Brian Stone, NORESKO, Charlie Whitnel, property owner.

Chairman Burks called the meeting to order. The committee heard specific presentation on the following:

Presentation from Brian Stone representing the Noresco Company.

Mr. Brian Stone presented an overview and historical relationship between the Noresco Company and the City. During his presentation he provided handout brochures that discussed the scope of work Noresco provides in assisting cities with goals to review all aspects of ways to save energy cost. He noted that the city had selected his company during the 2014-2018 Board administration: however, no contract was executed, because of the overall change in the Board composition from the November 2018 City election. He stated Noresco identifies, engineers, and guarantees significant savings realized through future energy cost reduction. No action was taken by the committee. The committee decided to review the information and meet at a future time to further discuss the proposal.

Employee Health Insurance Renewal 2019/2020.

Sue Teague announced that the City employee medical benefits with CIGNA would not increase for the 2019-20 budget period, and would remain the same as for the prior fiscal year. Deductibles and co-pays would not change. It was further noted by Mayor Holden that Worker's COMP claims had continued to significantly decrease over the past 3 years. He congratulated Ms. Teague and the Department Heads for their effort to accomplish the excellent reduction in claims that result in major savings to the City. Mayor Holden also noted that the City will receive approximately \$84,860.00 in insurance premium credit for 2019-20 with Public Entity Partners due the realized claim reductions.

Alderman Burks requested a motion to approve accepting the Cigna rates and proposed contract agreements for the 2019-20 employee medical benefit plan. Alderwoman Vanedda Webb motioned for approval, with a second by Alderman Dennis moody. The motion passed for full Board approval.

Alderman Burks motioned to the Board to approve accepting the Cigna rates and proposed contract agreements for the 2019-20 employee medical benefit plan. Alderman James Baltimore seconded the motion. The motion passed by full Board approval.

In other business not on the agenda, property owner Mr. Charlie Whitnel came before the committee to state his opinion regarding a 2018 city proposed water diversion construction project on Woodside Lane, Dyersburg. He presented an attorney letter representing himself and

property co-owner Mr. Billy Ozment. The nature of the letter indicated a one-time flooding that occurred on woodside had been remediated by the city and no longer required city reconstruction of an adjacent ditch to his property that would pose a significant flood potential and ditch maintenance for their farm. He asked the committee to revisit the issue. No action was taken by the committee who agreed to review the project.

Continuation of 2019/2020 Budget discussion.

The committee heard budget discussion for the 2019-20 fiscal budget period. Treasurer Steve Anderson presented revised general fund budget recommendations for the committee considerations. The committee discussed various aspects of the budget including the following:

- City debt service history, and local option sales tax history
- Staff salary increases
- Rental contract for the Vocational Rehabilitation building owned by the City
- Grant history updates
- Unemployment history records, and
- Historical Property tax rates

No action was taken by the committee, who scheduled their next meeting for June 17, 2019 at 2:00 p.m.

With no further business the meeting adjourned at 3:25 p.m.

f. Recreation Committee Meeting Minutes – June 14, 2019 (minutes to be provided at meeting)

Recreation Committee Meeting City of Dyersburg Friday, June 14, 2019

The Recreation Committee met at 9:00 a.m. on Friday, June 14, 2019 at the Dyersburg Activity Center.

Committee Members Present: Mayor John Holden, Meghan Gilbert, Willie Cole, Ricky Hammond.

Other Aldermen: Edward Burks, James Baltimore.

Staff and Others: Andy Baker, Parks and Recreation Director, Brandon Hutcheson, State Gazette, Steve Anderson, Treasurer, Greg Williams, Purchasing.

The meeting opened with Mayor Holden calling for a motion to nominate a Chairperson for the committee. Alderman Wille Cole nominated Alderman Ricky Hammond for the position. The

nomination was seconded by Alderwoman Meghan Gilbert. The committee voted approval of Alderman Hammond as the Chairman.

Following the election of the Chairman, the committee held an informational question and answer discussion with Andy Baker. Mr. Baker shared information with the committee that was historical to present day about the city-wide Recreation program. Topics included and not limited to the following:

- recreation leagues,
- fees, travel ball field leases,
- staffing,
- property management, parks, playgrounds, pools, community centers,
- summer and year-round food programs,
- five-year recreation vision and planning,
- involvement of local inter-community volunteers, and
- city contributions for utility payments and cash contributions to the Community Park Baseball Complex.

Additionally, the committee toured the DAC pool observing where extensive repair work is underway. Mr. Baker stated that the contractor hired to resurface the pool cannot complete the original project, due to an unforeseen pool gutter damage. The contractor has submitted a change order totaling \$33,921.68 to complete all repairs.

Alderman Willie Cole offered a motion to approve the requested change order as presented. Chairman Ricky Hammond seconded the motion, which was approved by the committee for full board approval.

Alderman Ricky Hammond motioned for the Board to approve the change order as requested. Alderman James Baltimore seconded the motion, which was approved by the full Board.

Finally, Alderwoman Meghan Gilbert shared her opinion that the committee may wish to meet at least once per month and made a motion to meet at the conclusion of the first monthly Board of Mayor and Aldermen meeting each month. The committee members discussed the idea and agreed that this idea should be implemented. Alderman Willie Cole seconded the motion which passed by full committee vote.

Alderman Hammond motioned to the Board to approve the requested meeting time for the Recreation Committee. Alderman Willie Cole seconded the motion, which was approved by the full Board.

With no other business before the Committee, the meeting adjourned at 10:00 a.m.

**g. Finance Committee Meeting Minutes – June 17, 2019 – Chairman Edward Burks
(minutes to be provided at meeting)**

Finance Committee Meeting

City of Dyersburg

June 17, 2019

The Finance Committee met at 2:00 p.m. on June 17, 2019 in the City Hall second floor conference room.

Committee Members Present: Chairman Edward Burks, Vanedda Webb, and Mayor John Holden. Alderman Dennis Moody was absent.

Other Aldermen/Alderwomen who attended: Mary Claire Hopper.

Other Staff attending the meeting included: Steve Anderson, Treasurer, Greg Williams, Purchasing, Scott Ball, Storm Water and Construction Inspector.

Other attendees included: Brandon Hutcherson, State Gazette.

Chairman Burks called the meeting to order. The committee following:

- provide funding for a local match for a grant submitted by the Dyersburg Fire Department to purchase a new ladder fire truck,
- repair to a water damaged section of the Dyersburg Police Department,
- replacing a Street Department tractor with a side mount mower,
- replacing a pick-up truck for the Recreation Department, and
- providing a 2% salary increase for City employees.

In final discussion Greg Williams gave the committee members and other Aldermen in attendance copies of a proposed, revised purchasing policy for their review. The revision has been approved by the Municipal Technical Assistance Service. The revision would replace the last revision made to the document in 2014. Mr. Williams noted the proposed changes would be aligned with the new city accounting software by Tyler Technologies making the purchasing process more efficient and transparent.

No action was taken by the committee, who agreed to set another meeting time for the Finance Committee at the June 17, 2019 Board of Mayor and Aldermen meeting. With no further business the meeting adjourned at 3:45 p.m.

h. Bids – Greg Williams - No bids were presented.

Reports from the Aldermen Board:

Alderman James Baltimore: No report.

Alderman Edward Burks: No report.

Alderman Wille Cole: made an apology to Mike McCulloch.

Additionally, Alderman Cole stated that he had spoken with Mr. Rudy Collins of TDEC and stated the following:

Alderman Cole noted there was some concern about the action taken about the grain storage adjacent to 51 Highway. He said Mayor Holden gave him the name of Mr. Collins who had presided over the TDEC community meeting held in Future City in August 2018. Alderman Cole talked with Mr. Collins who came to Dyersburg to talk to Dyersburg Elevator. He noted the outcome of the meeting was what had been exactly expressed in the Dyersburg State Gazette. As a result of the meeting Dyersburg Elevator was to refrain from putting any other grains there, and at the end of the year, the grains would be moved and the bags picked up. By the end of the year, Alderman Cole felt the issue would hopefully will be resolved.

Alderman Cole also recognized two young people in the audience, and thanked them for coming to see what was going on within the local government.

Alderwoman Meghan Gilbert: No report.

Alderman Ricky Hammond: announced there is a FASA tournament scheduled this upcoming weekend at the Dyersburg Activity Center. He also invited Parks and Recreation Director Andy Baker to address the board to speak on the tournament.

Mr. Baker noted there were approximately 40 teams, 35 of which will be coming from outside of Dyer County, for a FASA (Fastpitch American Softball Association) All-Star tournament occurring Friday-Sunday.

Alderwoman Mary Claire Hopper: thanked the Finance Committee and Steve Anderson for their continued work on the budget.

Alderman Dennis Moody: No report.

Alderwoman Vanedda Webb: No report.

Communications from the Mayor:

- noted a schedule of fees were presented during the Finance Committee meeting held Monday afternoon and asked for board members to review the fees.
- He also noted the Community Changers cookout hosted by DPD is scheduled to occur on Thursday, June 20 at the Future City Recreation Center from 5-7 p.m. and is open to everyone in the community. The mayor encouraged the Board members to attend.

With no further business, the meeting adjourned at 7:21 p.m.

John Holden, Mayor

Robert C. Jones, City Recorder